

May 31, 2005

To: All FS Manual Holders

From: Tammy Poppe, Food Stamp Program Officer
Public Assistance Bureau

Subject: Bulletin FS 030

Please place this bulletin at the beginning of section FS 104-1.

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SECTION: Application Processing

SUBJECT: Application Approval or Denial

REFERENCES: Sections 11(u) and 105(a)(3) of the Food Stamp Act

EFFECTIVE DATE: June 1, 2005

INTRODUCTION: The Child Nutrition and WIC Reauthorization Act of 2004 amended the Richard B. Russell National School Lunch Act and the Food Stamp Act to make it easier for food stamp households with school-age children in public and private schools to be certified for free school meals and to have their school meal eligibility verified.

Direct Certification is the process under which local education agencies certify children who are members of households receiving assistance under the Food Stamp Program, as eligible for free school meals, without further application, based on information provided by the state/local agency administering the Food Stamp Program. The intent of Direct Certification is to foster and facilitate participation in the Child Nutrition program by simplifying access to free meals for children in households already certified to receive food stamps.

Currently, each August Northrop Grumman sends a letter to food stamp households with school-aged children notifying the households that children receiving food stamp benefits and/or TANF benefits are also eligible to receive free meals in the school lunch and breakfast programs and free milk in the special milk program. This letter will continue to be sent every August.

The following policy is effective beginning with new applications in June and recertifications in June for July benefits. The OPA Case Manager will send all households with school-aged children the TEAMS notice X010, 'School Breakfast/Lunch Program' at the time of application and recertification approval. This notice informs the household that children receiving food stamp benefits and/or TANF benefits are also eligible to receive free meals in the school lunch and breakfast programs and free milk in the special milk program.

A TEAMS bulletin will be issued when the new notice, X010, is available.

POLICY CHANGE:

FS 104-1 Page 1 under **ACTIONS WHEN APPLICATION IS APPROVED** add the following:

5. Send the TEAMS notice X010, 'School Breakfast/Lunch Program' to all households with school-aged children informing the household that children receiving food stamp benefits and/or TANF benefits are also eligible to receive free meals in the school lunch and breakfast programs and free milk in the special milk program.

NOTE: The household or OPA Case Manager is not required to inform the school when the children no longer receive food stamps.

FS 1502-1 Page 12 under **NOTICE REQUIREMENTS** add the following:

The OPA Case Manager must send the TEAMS notice X010, 'School Breakfast/Lunch Program' to all households with school-aged children informing the household that children receiving food stamp benefits and/or TANF benefits are also eligible to receive free meals in the school lunch and breakfast programs and free milk in the special milk program.

NOTE: The household or OPA Case Manager is not required to inform the school when the children no longer receive food stamps.

Updated manual material will be distributed as soon as possible. Please use this bulletin as a guide until new manual material is available. Contact your Regional Policy Specialist if you have questions or concerns about this policy.